



[SEQ CHAPTER \h \r 1]Meeting/Event Request for Region 10 - Office of the Regional Administrator

Please submit this form for any official briefings/updates for the RA/DRA or event attendance requests.

Today's Date:

4/18/2018

Requesting Office:

OWW (Watershed Unit)

Title/Topic of the Meeting/Event (please define any acronyms):

Deschutes River Total Maximum Daily Load Decision

Administrator or Deputy Administrator or Both?

RA required; DRA optional, if schedule allows

Purpose (informational, decisional, other):

Pre-decisional information

Role of RA/DRA:

RA to communicate Region's position to his counterparts at HQ

Last possible date for the meeting (if urgent, explain why) or date of event:

6/1/2018 (preference is week of 5/28; week of 5/21 if that won't work)

Requested Time Length:

1 hour

EPA Staff (Optional):

Dan Opalski, Miranda Hodgkiss, Leah Brown, David Croxton (optional, Ex. 6 Personal Privacy (PP))

External Participants (please provide email address and/or point of contact):

N/A

Audio Line or Video Conference or other technology needs required (provide details)?

N/A

Point of Contact for the Meeting:

Miranda Hodgkiss

*NOTE: Please submit Meeting Requests to [[HYPERLINK "mailto:R10-ORA@epa.gov"](mailto:R10-ORA@epa.gov)] with a copy to [[HYPERLINK "mailto:Kendra.Tyler@epa.gov"](mailto:Kendra.Tyler@epa.gov)], the RA's Special Assistant. All briefing materials must be provided by 3:00 pm **three days before** your meeting or the meeting may be rescheduled.*